

**ADMINISTRATIVE SERVICES BRANCH
ASSISTANT EXECUTIVE OFFICER REPORT**

(Attachment – Item 12)

SUBJECT	DATE OF ASSIGNMENT	STATUS
Enterprise Transition Management (ETM) Project	Ongoing	<ul style="list-style-type: none">• The ETM Project Team received approval to begin the next phase of work that includes building a training plan, continued communication activities, and more analysis on organizational design activities.• ETM has been working with PSR and HRSD to create a Training Coordination Team (TCT). The purpose of the TCT is to create a joint PSR/ETM/HRSD team to coordinate the planning and execution of training needed to support PSR implementation, potential organization changes, and the current training plans and needs of CalPERS.
Business Continuity	Ongoing	<ul style="list-style-type: none">• Sharon Garrett, the Assistant Division Chief of OSSD, is leading an effort to assist State and Consumer Services Agency departments in developing a Pandemic Preparedness Plan. Sharon was asked to lead the effort because CalPERS' plan is being used as the model for the Agency. The agencies expect their efforts to take several months.
JRS I	Ongoing	<ul style="list-style-type: none">• A Deficiency Funding Request dated December 11, 2007, was submitted and approved on January 9, 2008, in the amount of \$12,858,000 for FY 2007-08.